Media available at the library:

- books
- CDs and CD-ROMs
- videos and DVDs
- comics and magazines
- reading sessions for kids
- internet and internet courses
- cosy places to read and learn

u n s e r e a n g e b o t e

customer service

for phone renewals,
information about
your account etc.
please call

phone
902 77 - 61 36

stabi-ks@ba-ts.berlin.de

9 am - 4 pm
voice mail after 4 pm

administration

public library
tempelhof-schöneberg
hauptstraße 40
10827 berlin

phone 902 77 - 28 19
fax 902 77 - 28 14

stabi@ba-ts.berlin.de

www.stb-tempelhof-
schoeneberg.de

tempelhof **stadtbibliothek** schöneberg

2011

user guide
for children

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How to obtain a library card?

- Fill out a registration form.
- Your mother or father must sign it. We also need the ID card or passport and the police registration of the parent who signed.
- To make it easy: Ask your mother or father to accompany you when registering.

Note: Your library card and borrowing of media are free of charge!

How long may I keep media items?

- books, comics and CD-ROMs
  4 weeks
- magazines, CDs, videos, DVDs
  2 weeks
- Renewal: If you need an item longer, you can extend the loan period.
  Ask the librarian how to do this.

Please keep in mind:
You must pay for any book etc. returned late.
(10 cent per day and book, CD, etc.)

In case you lose your library card:

- Inform the library as soon as possible.
- We then block your library card.
- If you do not find your card anymore, you can buy a new one for 2 EUR

What if I lose a book or damage an item?

Come to the library and tell us what happened. We will find a solution acceptable to you and us.

unsere spielregeln für die benutzung der bibliothek